THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI (AUTONOMOUS)

**(Affiliated to Madurai Kamaraj University,
Re-accredited with 'A' GRADE by NAAC
College with Potential for Excellence by UGC)**

Annual Quality Assurance Report
(AQAR)

2015 - 2016

To

**The Director
National Assessment and Accreditation Council
Bangalore – 560 010**

The Annual Quality Assurance Report (AQAR) of the IQAC

(*The AQAR period - Academic Year July1, 2015 to June 15, 2016*)

Part – A

1. Details of the Institution

1.1 Name of the Institution

> **The Standard Fireworks Rajaratnam College for Women**

1.2 Address Line 1

> **Thiruthangal Road**

Address Line 2

>

City/Town

> **Sivakasi**

State

> **Tamilnadu**

Pin Code

> **626123**

Institution e-mail address

> **sfrc@sfrcollege.org**

Contact Nos.

> **04562-220389**

Name of the Head of the Institution:

> **Dr. D. Sasireka, Principal**

Tel. No. with STD Code:

> **O: 04562-220389 R: 04562-223089**

Mobile:

> **94431 20389**

Name of the IQAC Co-ordinator:

> **Dr. K. Rajeswari**

Mobile:

> **94437 16098**

IQAC e-mail address:

> **sfriqac2014@gmail.com**

1.3 **NAAC Track ID** (For ex. MHCOGN 18879):   TNCOGN10170

1.4 Website address:

> **www.sfrcollege.org**

Web-link of the AQAR:

> **http://www/sfrcollege.org/IQAC/AQAR 2015-2016**

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	**Five Star**	-	**15.05.2002**	5 years
2	2nd Cycle	A	**3.31**	**16.09.2008**	5 years
3	3rd Cycle	A	**3.36**	**21.02.2014**	5 years
4	4th Cycle	-	-	-	-

1.6 Date of Establishment of IQAC: DD/MM/YYYY   **21/01/2005**

1.7 AQAR for the year *(for example 2010-11)*   **2015-2016**

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

   i. AQAR 2013-14 submitted to NAAC on 07.08.2014 (DD/MM/YYYY)
   ii. AQAR 2014-15 submitted to NAAC on 15.12.2015 (DD/MM/YYYY)

1.9 Institutional Status

University   State [✓] Central [-] Deemed [-] Private [-]

Affiliated College   Yes [✓]   No [ ]

Constituent College   Yes [ ]   No [✓]

Autonomous college of UGC   Yes [✓]   No [ ]

Regulatory Agency approved Institution   Yes [✓]   No [ ]

(eg. **AICTE**, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [-]   Men [-]   Women [✓]

    Urban [-]   Rural [✓]   Tribal [-]

Financial Status   Grant-in-aid [✓]   UGC 2(f) [✓]   UGC 12B [✓]

    Grant-in-aid + Self Financing [-]   Totally Self-financing [-]

1.10 Type of Faculty/Programme

Arts [✓] Science [✓] Commerce [✓] Law [-] PEI (Phys Edu) [-]

TEI (Edu) [-] Engineering [-] Health Science [-] Management [-]

Others (Specify) [-]

1.11 Name of the Affiliating University *(for the Colleges)* **Madurai Kamaraj University, Madurai.**

1.12 Special status conferred by Central/ State Government—UGC/CSIR/DST/DBT/ICMR etc.

Autonomy by State/Central Govt./ University [UGC]

University with Potential for Excellence [-]   UGC-CPE [✓]

DST Star Scheme [-]   UGC-CE [-]

UGC-Special Assistance Programme [-]   DST-FIST [✓]

UGC-Innovative PG programmes [✓]   Any other (*Specify*) [-]

UGC-COP Programmes [✓]

2. IQAC Composition and Activities

2.1 No. of Teachers [8]

2.2 No. of Administrative/Technical staff [7+1]

2.3 No. of students [1]

2.4 No. of Management representatives [1]

2.5 No. of Alumni [1]

2. 6 No. of any other stakeholder and community representatives [-]

2.7 No. of Employers/ Industrialists [1]

2.8 No. of other External Experts [1]

2.9 Total No. of members [21]

2.10 No. of IQAC meetings held [11]

2.11 No. of meetings with various stakeholders: No. | 11 | Faculty | 9 |

Non-Teaching Staff Students | - | Alumni | - | Others | 2 |

2.12 Has IQAC received any funding from UGC during the year?   Yes   No

If yes, mention the amount | - | | - | | ✓ |

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | 4 | International | - | National | - | State | - | Institution Level | 4 |

(ii) Themes
- Professional English
- Counselling Programme
- Orientation on "Learning and Research"- UGC NET/SET Examination (Paper-I)
- Fitness for Women

2.14 Significant Activities and contributions made by IQAC

- ❖ IQAC completed the National Higher Education Survey as required by MHRD for the last five years
- ❖ IQAC played a role of liaison among staff, students and management to share information on academics.
- ❖ IQAC has been a mediator in re-sourcing various activities of Cells and Departments to be completed in College Day report, College Magazine and Handbook.
- ❖ IQAC played a key role in preparing the Proposal and Progress Report highlighting the activities of the College for the interface meeting to retain the status of College with Potential for Excellence for II phase.
- ❖ IQAC has been instrumental in augmenting the number of Ph.D registrants and awardees by setting up research and development mandates for the academia.
- ❖ Reassured faculty, research scholars and post-graduate students' extensive participation in NAAC/UGC sponsored seminars.
- ❖ Motivated the faculty to present papers and attend seminars and conferences both within and outside the country.
- ❖ Co-ordinated submission of Minor Research project applications to various funding agencies.
- ❖ Constantly adopt and apply benchmarks/parameters of quality for various academic and administrative activities of the institution SWOC analysis.

- ❖ Convene department wise review meeting with the college Secretary periodically.
- ❖ The Best Outgoing Student for the year 2015-2016 was scrutinized.
- ❖ Ensured the role of Alumnae in promoting quality by arranging Batch Meets by the departments.
- ❖ Instructed the Industry-Institute Interaction Cell to renew the MoUs signed by the departments and various cells.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC at the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Curriculum Revision	Board of Studies meeting and Academic Council Meeting were conducted to approve the syllabus for the newly introduced programmes.
E-learning	▪ E-Content Cell Co-ordinator oriented the faculty on E-Content preparation using Adobe Premier Pro. Demonstration classes and training sessions were conducted on Preparation of Video Lessons thrice in a semester. E-content and Video lessons prepared by the faculty create an atmosphere for e-learning. ▪ Two faculty members participated and presented paper in the National Conference on "Higher Education in the Knowledge Age: Techno-Pedagogical Perspectives and Innovations" at St.Joseph's College Trichy. ▪ Five faculty members participated in the NPTEL Workshop on Video Lesson at National Engineering College, Kovilpatti.
Expertise Sharing	▪ Dr. G. Valli, Associate Professor and Head of the Department of Chemistry, is deputed as Vice Chancellor of Mother Teresa University, Kodaikanal, for a tenure of three years. ▪ On invitation, the Principal delivered Graduation Day Address at Sarah Tucker College, Tirunelveli on18th April 2016. ▪ Principal attended the Senate Meeting at Madurai Kamaraj University and Academic Council Meetings at Lady Doak College, Madurai and VHNSN College Virudhunagar. ▪ One faculty from the Department of Physics, has presented and published two research papers in the International Conference organized by ICMAT and IUMRS – ICA 2015 at Suntec City, Singapore from 28th June to 3rd July 2015. ▪ The Physical Directress, was elected as the Convenor for MKU-Women Sports Tournament for the year 2015-2016.

Plan of Action	Achievements
	▪ One faculty member acted as a Resource person and delivered lecture on "Writing Research Proposals for Funding" at UGC Human Resource Development Centre, Bharathiyar University, Coimbatore. ▪ Two faculty members participated in the deliberations of NAAC sponsored Two Day National Conference on "Academic Audit and Quality Enhancement in HEIs" at Arul Anandar College, Madurai. ▪ Five faculty members participated in the deliberations of State Level Seminar on "Higher Education in New Education Policy – Challenges & Prospects" organised by Joint Action Council of College Teachers-Tamilnadu/ Tamil Sangam Hall, Trichy. ▪ Sixteen faculty members oriented the Secondary Grade Teachers from various schools in and around Virudhunagar in the Quality Enhancement Programme for Secondary Grade Teachers of Virudhunagar District, held at SFRC, sponsored by Tamilnadu State Council of Science and Technology, Chennai. ▪ Two faculty members acted as Resource person in the Refresher course for High School teachers of Virudhunagar District orgianised by NCERT, New Delhi at Kalaimagal Hr. Secondary School, Thiruthangal.
Enhancing Research activities	▪ Eleven faculty members have submitted their Doctoral thesis and are awaiting their viva-voce. ▪ Five Staff members were awarded Doctoral Degrees in their respective disciplines. ▪ Public Viva-voce examination was conducted for two candidates in the Research Centre in Commerce. ▪ Eight members of the teaching faculty are involved in research projects and 14 members have submitted their proposals. ▪ Four Research Guides attended the Awareness Programme on Shodhganga and Plagiarism Software at Madurai Kamaraj University, Madurai.
Counselling	▪ Two faculty members attended the Three day workshop on "Counseling and Relationship Level 2" at Ragland School Campus, Satchiapuram, organised by Counselling Committee of Jehovah Jireh Trust. ▪ Counselling Programme is organised for the students periodically.
Strengthen alumni activities	▪ Eleven departments organised Batch Meets. ▪ Created Facebook groups and Whatsapp groups to enhance effective flow of information and idea sharing among students and teachers.

Plan of Action	Achievements
Eco-friendly campus	▪ As a part of Swatch Bharat activity, all the students are involved in cleaning the campus. ▪ Rain water harvesting system is enabled in the whole campus.
Conduct of Academic and Administrative Audit	▪ IQAC members assessed all the departments and submitted Academic Audit Report to the departments. ▪ Academic and Administrative Audit was done in the Office of the Controller of Examinations and College office by the IQAC members.

** Attach the Academic Calendar of the year as Annexure **– Available in the College***

website: sfrc@sfrcollege.org

2.16 Whether the AQAR was placed in statutory body   Yes [✓]   No [ ]

Management [✓]   Syndicate [-]   Any other body [-]

Provide details of the action taken

➢ Approved by the meeting of the Governing Body held on 05.08.2016.   The plans of the IQAC are placed in the Management meetings for further implementation.

Part – B

Criterion – I
1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	2	-	-	-
M.Phil	5	-	-	-
PG	13	-	-	-
UG	16	1	-	-
PG Diploma	2	-	-	-
Advanced Diploma	6	-	-	-
Diploma	12	-	-	-
Certificate	24	-	-	-
Others	-	-	-	-
Total	**80**	**1**		

Interdisciplinary	3	-	-	-
Innovative	1	-	-	-

1.2   (i) Flexibility of the Curriculum: **CBCS**/Core/**Elective option / Open options** ✓ ✓ ✓

    (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	All the Programmes
Trimester	-
Annual	-

1.3 Feedback from stakeholders*   Alumni ✓   Parents ✓   Employers -   Students ✓
    (On all aspects)

        Mode of feedback   :   Online ✓ Manual ✓ Co-operating schools (for PEI) -

Please provide an analysis of the feedback in the Annexure – I

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The revised Syllabi for 3 M.Com programmes, syllabi for M.A. History and B.Sc. Mathematics with Computer Applications were approved in the Academic Council meeting conducted on 06.10.15.

- ❖ Revision and update of syllabi of 3 common Core Courses for M.Com Programmes namely M.Com (General), M.Com (CA) and M.Com. (HRD) for each semester. The fourth Core course is designed in relevance to the Specialization of the programme.

- ❖ Changes in the content of Part-IV – Semester-IV – Soft Skill Enhancement Course.

- ❖ Changes in the content of Part-II English – Communicative English for I, II, III & IV semesters including Business English course components.

- ❖ Change in Part-III – Project into Practical in III UG Microbiology syllabus.

- ❖ Implemented the following changes in the PG Elective course from the academic year 2015-16:

  - I & IV Semester – Core electives will be offered by the parent department with options.

  - II semester – Non-major Elective courses offered by other departments can be chosen open choice as per students' choice.

  - III semester – Elective course based on NET/CSIR prelims

- ❖ Introduced B.Sc. Mathematics with Computer Applications.

- ❖ Restructured the programme M.A. Human Rights in to M.A. History.

- ❖ As per the notification of the official gazette by UGC the Post Graduate programme MHRM has been restructured as M.Com (HRD) from the academic year 2015-16.

1.5 Any new Department/Centre introduced during the year. If yes, give details - **Nil**

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
152	112	30	-	10

2.2 No. of permanent faculty with Ph.D.

49

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
4	12	-	-	-	-	-	1	4	13

2.4 No. of Guest and Visiting faculty and Temporary faculty | 17 | | 4 | | - |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	3	13	24
Presented papers	13	19	1
Resource Persons	1	1	18

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- SFR Learning Management System
- Preparation of Learning Objects
- Gaussion 9.0 and Schrodinger softwares are used to explain drug designing
- E-Assignment
- Video Screening
- Viewing of tests adapted to films

2.7 Total No. of actual teaching days during this academic year

190

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Term Tests and End Semester Examinations for the Add on courses "Tamil for Competitive Exams" and "Mathematics for Career Building" are conducted online.
- Central Valuation is implemented for all the courses in the UG, PG, M.Phil, Certificate, Diploma and Advanced Diploma Programmes.

- ➢ **Photocopy/Revaluation of Answer Sheets**
  - ♦ Students can appeal for revaluation or get the photocopy of the answer scripts or both within 5 days from the date of publication of results. Revaluation of answer scripts is done by the external examiner appointed by the Controller of Examinations. All students can opt for revaluation in the End Semester Examinations, irrespective of whether they have failed or passed.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

152	152	152

2.10 Average percentage of attendance of students

94.78%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division			Pass %
		I %	II %	III %	
B.A. Tamil	50	38	10	1	98
B.A. English (R)	73	35	32	5	99
B.A. English (SF)	73	11	44	15	96
B.A. History	23	10	13	0	100
B.B.A	50	34	16	0	100
B.COM. General (R)	41	30	11	0	100
B.COM. General (SF)	64	25	35	4	100
B.COM.C.A (R)	34	34	0	0	100
B.COM. C.A (SF)	74	64	9	0	99
B.Sc. Mathematics	69	67	2	0	100
B.Sc. Physics	45	44	1	0	100
B.Sc. Chemistry	41	40	1	0	100
B.Sc. Botany with Specialization in Plant Biotechnology	34	31	3	0	100
B.Sc. Microbiology	31	17	10	0	87
B.Sc. Nutrition And Dietetics	19	18	1	0	100
B.Sc. Costume Design And Fashion	22	22	0	0	100
B.Sc. Computer Science	46	44	1	0	98
B.Sc. Information Technology	46	44	2	0	100
B.C.A.	60	57	1	0	97
M.A. Tamil	10	10	0	0	100
M.A. English (R)	42	32	10	0	100
M.A. Human Rights	2	2	0	0	100

Title of the Programme	Total no. of students appeared	Division			Pass %
		I %	II %	III %	
M.H.R.M	5	5	0	0	100
M.Com. (CA)	29	27	0	0	93
M.Com. (Banking Technology)	36	35	1	0	100
M.Sc. Mathematics	39	38	0	0	97
M.Sc. Physics	11	11	0	0	100
M.Sc. Chemistry	17	15	0	0	88
M.Sc. Botany with Specialization in Plant Biotechnology	6	6	0	0	100
M.Sc. Microbiology	10	10	0	0	100
M.Sc. CS & IT	16	16	0	0	100
III M.C.A	2	2	0	0	100
III M.C.A (Lateral)	5	5	0	0	100
M.Phil. Tamil	4	4	0	0	100
M.Phil. English	22	22	0	0	100
M.Phil. Commerce	8	8	0	0	100
M.Phil. Physics	8	8	0	0	100
M.Phil. Chemistry	6	6	0	0	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

❖ Internal Academic Audit is conducted by the members of IQAC for evaluating the proforma for Annual Quality Assurance and verifying the records related to Teaching and Learning.

❖ Online Feedback mechanism is implemented to collect feedback from all the students on Teaching and Learning process.

❖ Taken initiatives to conduct online exams for Part-IV courses GK and Current Affairs and Computer Literacy.

❖ Workshop on "Professional English" and "Counselling Programme", Orientation on "Learning and Research"- UGC NET/SET Examination (Paper-I) and Seminar on "Fitness for Women" were organized to enhance the quality of teaching.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	1
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	11

Faculty / Staff Development Programmes	Number of faculty benefitted
Faculty exchange programme	-
Staff training conducted by the university	3
Staff training conducted by other institutions	9
Summer / Winter schools, Workshops, etc.	7
Training on E-Content Development	42
Workshop on "Professional English"	152
Counselling Programme	152
Seminar on "Fitness for Women"	152
Orientation on "Learning and Research"- UGC NET/SET Examination (Paper-I)	73

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	132	5	-	-
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Research Cell and IQAC take efforts to create congenial atmosphere for research on campus.

- During 2015-16, a One day Orientation on "Learning and Research"- UGC NET/SET Examination (Paper-I) was organised. Junior faculty members, M.Phil scholars and Ph.D scholars, Full-time and Part-time irrespective of the departments participated and gained rich exposure regarding preparation for UGC NET/SET examinations (Paper-I).

- The research Cell co-ordinators circulate the communications and intimations received from University Grants Commission and other Research Funding Agencies among the faculty and initiate them to apply for the Minor/Major projects. During 2015-16, one faculty has completed her Major Research Project and six staff members have completed their Minor research Projects funded by UGC/CICT. Six staff members have applied proposals for conducting seminar and workshop and sixteen staff members have applied for the Minor Projects funded by UGC. The Minor project of one staff member was approved by CICT.

- The college with the recommendation of the IQAC had published articles in 137 International Peer Review Journals and 13 National Peer Review Journals.

- During this academic year 6 books with ISBN were published.

- During 2015-16, 9 staff members were awarded Ph.D and 14 have submitted their thesis, 34 staff members are pursuing research and 8 staff members have registered for Ph.D.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	-	-	1
Outlay in ₹ Lakhs	2,51,205	-	7,36,000	7,22,305

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	6	8	14	6
Outlay in ₹ Lakhs	6,23,000	3,12,000	33,57,000	6,23,000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	137	13	-
Non-Peer Review Journals	2	3	-
e-Journals	24	-	-
Conference proceedings	-	17	-

3.5 Details on Impact factor of publications:

Range | 0.98-6.278 | Average | - | h-index | 17 | Nos. in SCOPUS | 4

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations (2015-16)

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2 Year	UGC	-	7,22,305
Minor Projects	1 Year	UGC, CICT, TNSIST	-	9,35,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other (Specify)	-		-	-
Total	**-**	**-**	**-**	**16,57,305**

3.7 No. of books published   i) With ISBN No.   6   Chapters in Edited Books   -

ii) Without ISBN No.   -

3.8 No. of University Departments receiving funds from

UGC-SAP | - | CAS | - | DST-FIST | -

DPE | - | DBT Scheme/funds | -

3.9 For colleges   Autonomy | ₹ 19,25,453 | CPE | - | DBT Star Scheme | -

INSPIRE | - | CE | - | Any Other (DST-FIST) | 62.5 Lakhs

3.10 Revenue generated through consultancy   ₹ 1,53,135/-

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	1	-	1
Sponsoring agencies	-	-	TNSCT	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons 32

3.13 No. of collaborations International 1 National - Any other 23

3.14 No. of linkages created during this year 36

3.15 Total budget for research for current year in lakhs:

From funding agency ₹ 85 Lakhs From Management of University/College ₹ 15 Lakhs

Total ₹ 100 Lakhs

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year.

Research award – 1

Total	International	National	State	University	Dist	College
10	-	7	2	-	-	1

3.18 No. of faculty from the Institution who are Ph. D. Guides 6
and students registered under them 8

3.19 No. of Ph.D. awarded by faculty from the Institution 7

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF 1 SRF - Project Fellows 3 Any other 3

3.21 No. of students Participated in NSS events:

University level [-] State level [30]
National level [-] International level [-]

3.22 No. of students participated in NCC events:

University level [-] State level [-]
National level [7] International level [-]

3.23 No. of Awards won in NSS:

University level [-] State level [-]
National level [-] International level [-]

3.24 No. of Awards won in NCC:

University level [-] State level [-]
National level [-] International level [-]

3.25 No. of Extension activities organized

University forum [-]   College forum [14]
NCC [1]   NSS [12]   Any other [23]

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- The College holds responsibility in moulding the young learners into responsible citizens of the country.   It imparts certain values to the students that will be expressed in action. Maraneri, Krishnaperi, Anuppankulam, Perapatti and Naranapuram villages are adopted. The services are designed for the benefits of rural children, teachers from rural schools, learned public from rural area, workers from Fireworks and rural women from Self Help Groups.

- Literacy Camps were conducted for the school children at the adopted villages. Reading and Writing skills of the children improved by the continuous efforts of the volunteers. Apart from this, the school children were given vocational training on paper-quilling and self embellishment. Blood Group Identification camp and Eye-Screening Camp were conducted for the benefit of the students. The students of Higher Secondary Schools were given free Career Guidance programmes.

- Five day In-service Training Programme on 'Quality Enhancement' for Secondary Grade Teachers was conducted with a financial assistance of ₹ 90,000/- from TNSCST. 43 teachers from Virudhunagar District benefited.

- The Learned public from the rural areas were given free One Day Workshop on Lectureship Eligibility Skills. 77 availed the opportunity.

- 67 workers from various fireworks in and around Sivakasi were given First Aid Training.

- The Self Help Groups women from the adopted Villages were given Self Employment training programme on Manufacturing of Candles, Blouse Designing and Embossing Design Work.

- General Medical Camp and Veterinary Camp were organised at the adopted village.

- An amount of ₹ 1,50,000/- was donated by the Staff members and Students towards Chennai Flood Relief Fund. 500 kits containing cooking vessels were purchased and handed over to the victims of flood.

- With due concern for ecology, trees were planted in the adopted villages. Temples near the College and adopted villages were cleaned by the volunteers.

- The volunteers often render services to the inmates of Old Age Homes and Homes for Children.

- 84 Cadets cleared B Certificate exam and 4 Cadets cleared C Certificate exam.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Funds	Total
Campus area	25 acres	-	-	25 acres
Class rooms	75	2	Management	77
Laboratories	26	1		27
Seminar Halls	4	-	-	4
No. of important equipment purchased (≥ 1-0 lakh) during the current year.	43	17	DST-FIST, UGC & Management	60
Value of the equipment purchased during the year (Rs. in Lakhs)	₹ 2,44,85,882	₹ 1,06,84,055		₹ 3,51,69,937
Others(Buildings, Furniture and infrastructure)	₹ 1,65,35,812	₹ 2,42,92,757	,,	₹ 4,08,28,569

4.2 Computerization of administration and library:

➢ N-computing device (ONE SERVER + 10 nodes) has been optimally used in the Library.

➢ Stock verification for 60,000 books was carried out through Mobile Scanner in the Information Resource Centre.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (₹)	No.	Value (₹)	No.	Value (₹)
Text Books	37875	3327525	672	245977	38547	3573502
Reference Books	19704	5173766	240	87022	19944	5260788
e-Books	152	-	264	-	416	-
Journals	63	114856	60	111146	60	226002
e-Journals	2705	5000	2705	5000	2705	5000
Digital Database	2	11500	2	11500	2	11500
CD & Video	1596	-	59	-	1655	-
Others (specify)	-	-	-	-	-	-

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	580	418 (8 Labs)	31	39 (3 Centres)	1	29 (4 Office)	78 (16 Dept.)	32
Added	-	-	-	-	-	-	1	-
Total	**580**	**418**	**31**	**39**	**1**	**29**	**79**	**32**

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.).

Training to Teachers:

- Hands-on training on SPSS Package and MAPLE software training were given to the teachers and students of Mathematics.
- Two faculty members from each department attended the video preparation training programme using Premier Pro Software at SFRC campus.
- Two faculty members from each department attended Flair orientation at SFRC campus.

Training to Students:

- 42 students attended IIT Bombay spoken tutorial – Java online test and 25 students cleared.
- 46 II B.Sc IT students have registered online in TCS Ignite – Next Step.
- 46 II B.Sc IT students attended a Workshop on Game Application Development in Java.
- 39 students have enrolled in various Diploma Courses in computer branches like DTP, DMT, CLI & IT.
- All the first UG students attended an orientation at SFRC library on E-resources Information – INFLIBNET, DELNET.

4.6 Amount spent on maintenance in lakhs:

i) ICT	₹ 10,26,304
ii) Campus Infrastructure and facilities	₹ 28,27,360
iii) Equipments	₹ 10,99,902
iv) Others (Vehicle & Electrical Items)	₹ 10,02,705
Total :	**₹ 59,56,271**

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

➢ Renders academic help through effective remedial and tutorial systems.

➢ Collects the feedback on curriculum, teaching, examination and evaluation for quality sustenance and improvement.

➢ Monitors that economically deprived students are benefited from Free Noon Meal and Earn while You Learn schemaes.

➢ Helps the students to apply for various Government and Private scholarships and fellowships.

5.2 Efforts made by the institution for tracking the progression

➢ Semester Monitoring Cell tracks the progression of students through result analysis.

➢ Progression of students is periodically updated by the department, alumni association and placement cell.

➢ Fresh Graduates meet on Graduation Day and Batch meets by the alumnae helps in maintaining a good rapport with the reputed alumnae.

5.3 (a) Total Number of students

UG	PG	M.Phil	Ph. D.	Others
2916	543	50	5	-

(b) No. of students outside the state

4

(c) No. of international students

-

No	%		No	%	
-	-	Men	-	-	Women

Last Year (2014 – 15)						This Year (2015-16)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
969	519	-	1926	10	3424	981	572	1	1953	7	3514

Demand ratio -   UG - 3:1   Dropout % - UG - 9 %
                 PG - 2:1   PG - 4 %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

♦ For the benefit of Post Graduate students and Research Scholars a "One day orientation on Learning and Research-UGC-NET/SET- paper I" was organized by IQAC, Research Cell and Research Centre in Commerce. Research Centre in Tamil organized a "Workshop on Lectureship eligibility skills".

- One day workshop on "UGC-NET/SET Examinations for Commerce Paper II and III was organized by Research Centre in Commerce.

- Entry into Service Cell and Department of Commerce gave coaching for IBPS Examination and 107 students got benefited.

- Department of Tamil, Mathematics and Physics offered coaching to the students to appear for competitive exams.

- GK and Career Guidance (02 hours per week) has been included in the curriculum for all UG Outgoing students and they have been awarded with two credits.

No. of students beneficiaries | 510 |

5.5 No. of students qualified in these examinations

NET | 3 | SET/SLET | - | GATE | - | CAT | - |

IAS/IPS etc | - | State PSC | - | UPSC | - | Others | 15 |

5.6 Details of student counselling and career guidance

One day counselling programme on "Win your Weaknesses" by Mr. I. Mario Jegan, Soft Skill Trainer, Fynn Soft, Madurai was arranged on 21.07.15 to all the students.

The Tutorial and Counselling System takes responsibility for the welfare of every student and studies their personal and academic problems. Students are counselled periodically by professional counsellors. The faculty members are also trained to be teacher-cum-counsellors. Each teacher is entrusted with 20-30 students. The Tutor meets her wards regularly both in groups and as individuals and provides academic and personal guidance to their wards.

In addition to the Departments, indomitable guidance given by the Placement Cell paves way for the career advancement of the students.

Annexure - II

5.7 Details of campus placement

On Campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	453	70	102

5.8 Details of gender sensitization programmes

Date	Guest Speaker	Topic	Beneficiaries
25.08.15	Dr.(Mrs.) Banumathi, Associate Professor, Thiagarajar College, Madurai.	Trends in Feminism	PG and M.Phil students
27.08.15	Dr.T.Ayyanar, MBBS, DCE. Chief Medical Officer, Government Hospital, Sivakasi.	Breast Feeding Awareness	350 students
16.09.15	Mr. A.Arunothayam Erskine, Project Director, SPEECH (NGO), Madurai.	Issues of Adolescent Girls in Virudhunagar District.	182 students
04.02.16	One-Day Workshop 1. Poet (Mrs.) Thilaga Bama, Mathi Integrated Health care Pvt.Ltd, Sivakasi.	Women in the Digital World	UG Commerce SF Students
	2. Mrs.K.Jansi Rani, M.Sc., Asst.Professor of Nutrition and Dietetics, SFRC, Sivakasi.	Adolescent Nutrition	
	3. Mrs.R.Gugapriya, B,Sc., M.L., Advocate / Notary Public, Sivakasi.	Women and Law	
	4. Mr.P. Vellaisamy, Block Development Officer, Sivakasi Union, Sivakasi.	Welfare Schemes for Women	
19.03.16	Women Development Programme	The importance of health in Women's life at every stage and Marunthu Illamal Arokiya Vazhu	BBA and M.Com (HRD) students

5.9 Students Activities

5.9.1   No. of students participated in Sports, Games and other events

State/ University level | 60 | National level | 6 | International level | - |

No. of students participated in cultural events

State/ University level | 12 | National level | 17 | International level | - |

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level | 40 | National level | - | International level | - |

Cultural: State/ University level | 18 | National level | 4 | International level | - |

5.10 Scholarships and Financial Support

	Number of students	Amount (₹)
Financial support from institution	132	94,855
Financial support from government	1604	45,24,300
Financial support from other sources	76	1,84,630
Number of students who received International/ National recognitions	11	DBT to student A/c

5.11   Student organised / initiatives

Fairs   : State/ University level | - | National level | - | International level | - |
Exhibition: State/ University level | - | National level | - | International level | - |

5.12 No. of social initiatives undertaken by the students | 19 |

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

To emerge as a premier institution offering need-based, value-conscious and career – oriented quality education to empower rural women.

Mission:

- ❖ To develop human resources of high caliber with moral ethics and employability potential.
- ❖ To empower rural women with
    - ▪ Academic excellence and Communicative Competence
    - ▪ Entrepreneurial Skills and Eco-consciousness
    - ▪ Evolving Technologies
- ❖ To promote research culture.
- ❖ To produce wholesome citizens to contribute towards nation building.

6.2 Does the Institution has a Management Information System?

Yes, the Institution has a Management Information System.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1   Curriculum Development

- ❖ The College adheres to the guidelines for curriculum development and restructuring set down by the UGC. Boards of Studies, the Academic Council and Governing Body of the institution are constituted according to the norms laid down by the UGC.
- ❖ A new programme, B.Sc. Mathematics (Computer Application) has been introduced to meet the demand for Mathematics programme.
- ❖ M.A. History has been introduced by restructuring the course M.A. Human Rights to deliver a more engaging experience for students.
- ❖ As per the nomenclatures of degree mentioned by the UGC in the Gazette of India published in July 2014, M.H.R.M has been restructured as M.Com (Human Resource Development). The newly offered programmes reflect the emerging trends in the field of study.
- ❖ Major restructuring of syllabus is done periodically after taking into consideration the feedback of the students.
- ❖ A paper on NET/ SET is incorporated with in the syllabus for the final year PG students in the third semester.

- ❖ In order to compete with the advanced and upcoming trends in their area of study and to attain and maintain professional competence, the faculty members are recharged through various training programmes conducted inside and outside the college.
- ❖ AICTE approval for the conduct of MCA Programme (2015-2016) has been received and the students are admitted accordingly.

6.3.2 Teaching and Learning

Effective teaching occurs not only due to the depth of subject exhibited by the teacher but also by targeted and interesting presentation. This will enable critical thinking among the students during the learning process and thereby keep them on track. In order to stimulate student learning and achievement, the following strategies are adopted:

- ❖ Smart classrooms and the Language Lab enhance the students' learning process.
- ❖ E-content and Video lessons are prepared periodically to create an atmosphere for e-learning.
- ❖ Interactive and participatory activities during in-plant training, industrial and field visits enhance quality learning.
- ❖ Introduction of the **Learning Management System** provides a unique online platform which facilitates interaction of course teachers and students through respective course wares, online assignments and quizzes.
- ❖ The Slow learners and the advanced learners are paid a special attention. Special coaching classes are arranged for the slow learners by the Remedial Coaching Cell, which is financially assisted by UGC. During the year 2015-2016, 1213 students were benefited in the odd semester and 1151 in the even semester.

6.3.3 Examination and Evaluation

- ❖ In an academic system, while the purpose of Examination is to identify the level of attainment at a particular point of time, that of Evaluation is to improve the level of attainment further.
- ❖ All tasks and process aiding Examination and Evaluation like enrolment of students, printing of mark sheets, etc., are done in an electronic environment which makes a fool proof system possible.
- ❖ Subject viva-voce/ Project viva voce is conducted for III UG and II PG students. Viva-voce for M.Phil. scholars.
- ❖ **Online exams are conducted for the following courses:**
  - 14UES21-Environmental Studies - All First Year U.G. Candidates (1066 Candidates)
  - TJO66L - Mathematics for Competitive Examinations   - Job Oriented Course (Mathematics)

- XDCB41 - Aptitude for Competitive Exams - Diploma in Banking in Practice.
- Mathematics for Career Building - Add on Course by Department of Mathematics.
- Aptitude for Banking Career - First Year P.G. Elective Course of M.Com. Banking Technology.
- Tamil for Competitive Examinations – Add on Course by Department of Tamil.

❖ Central Valuation is carried out for all Part I, Part II, UG & PG courses.

❖ The performance of students is analysed in the Awards Committee and Governing Body Meetings. Results are published online and the details regarding the repeat examination and revaluation are notified in the College Website.

❖ After receiving Provisional Certificate from the University, they are issued to the students who have completed their programme successfully.

6.3.4 Research and Development

❖ A research cell is constituted with an objective to promote and enhance the contribution of the faculty and the students in the area of research.

❖ The magnanimity and altruism of the Management committee goes a long way in enabling the institution to excel and remain outstanding in its contribution to the educational up-gradation of the region. As a token of appreciation to motivate the staff members to pursue research, the magnanimous management gives cash awards for the staff members on completion of Ph.D./Major/Minor research projects. Publications and Paper Presentations outside India. This academic year ₹ 165310/- was contributed by the management to 69 staff members for their active participation in research.

❖ 50% of research fee is paid for the self-funded faculty members.

❖ A faculty member has availed the opportunity to present a research paper at the International Conference held abroad.

❖ Inter-departmental collaborative research programmes provide a platform for the students and research scholars to quench their thirst and exhibit their excellence in research.

❖ The Ph.D Scholars are encouraged to take part in Pre-submission viva-voce and Public viva-voce Examination conducted at the research centres.

❖ Infrastructure facilities are enhanced and the facilities in the library and laboratories are augmented.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library:

Learning is facilitated through well-equipped library. The Online Public Access Catalogue (OPAC), Developing Library Network (DELNET) and a number of E-Journals through INFLIBNET in the Information Resource Centre cater to the intellectual requirements of the staff and students. Two table scanners and a bar coding machine were purchased during the year 2015-2016.

ICT:

The College has regularly been adopting and employing techniques of ICT through the E-Content Development Cell. The present year has seen the inauguration of the digital era with the introduction of the Learning Management System. It is a unique online platform which facilitates interaction of Course teachers and students through respective course wares, online assignments and quizzes. The new domain sfrmlearning.org has initiated an innovative culture of online mentoring and real-time tracking of the academic progress of students.

E-lessons and video lessons are prepared and they are used for demonstrations, conducting online quiz and assignments. Mind Maps are prepared for the better understanding of the subject.

Physical Infrastructure:

The institution's infrastructure meets the challenging needs and physical facilities have been expanded to create an ambience conducive for academic excellence and holistic development.

The laying of Paver Block roads has enabled unrestricted mobility and gives a novel facelift to the campus. In addition to this, construction is going on the second storey of the PG Hostel. The Dining Hall is being renovated.

The statue of the Founder of the institution, Mr. N.R.K. Rajaratnam was renovated.

Science Instrumentation Centre:

Science Instrumentation Centre is upgraded with modern and sophisticated instruments. This year 1544 samples (1013 samples from other colleges) have been tested and 327 researchers were benefited.

6.3.6 Human Resource Management

The College Management Committee and the Principal along with a team of Administrators in the College share their expertise in administration. Their valuable guidance is carried out regarding effective Human Resource Management. The College Management Committee along with the Governing Body plays a pivotal role in decision making and in the effective functioning of the college. The decisions are effectively executed by the College Council and the plans are implemented by the departments and the cells.

The College Union functions with the Principal as the head involving the combined effort of the Staff members, Student President, Vice-President, Secretary, Joint-Secretary and Student members. The welfare of the students are given prime importance and their grievances, suggestions and appreciations are frequently discussed with the Principal.

In the beginning of the academic year, the Principal allots duties for the staff members. With the guidance and support of the Principal, the allotted duties are discharged by the staff members effectively.

6.3.7 Faculty and Staff recruitment

Effective recruitment procedure is adopted to appoint well qualified teachers under the aided stream according to the reservation system allotted by the State government and as per the UGC norms. Four staff members were appointed in the aided stream under BCM, MBC and SC quota. One among the SC candidates is from Kerala. Eleven self-funded faculty members were appointed purely on merit basis.

6.3.8 Industry Interaction / Collaboration

To bridge the gap between theoretical and practical aspects of the curriculum, Industry Interaction is extremely important. Recognizing this need, industry exposure is provided to the students through industrial visits, signing MOUs with industries, regular associations and meeting with the industrialists which enable the students to pick up skills besides what is being imparted in the classrooms.

❖ In collaboration with IIT, Mumbai, Departments of Computer Science, Computer Applications and Information Technology, JAVA online Test was conducted. 124 Students appeared for the Examination and 79 students cleared the Examination and received the certificates issued by the IIT Bombay Spoken Tutorial, Government of India.

- In collaboration with **ebek**, Language Laboratories Pvt, Ltd, Trichy, the Department of English which has launched the Business English Certificate Programme, an International Language Certification, offered by Cambridge English which has global recognition. The maiden venture attained fruition when 51 students emerged successfully, and 4 of them passed with merit scoring 80% and above.

- Various departments are partners in Eleven MoUs. For their industrial visit and project work the Department of Business Administration has signed an MoU with Saffire Offset Printers and Lovely offset Printers Private Ltd., Sivakasi, Kaycee Plasato Pack, V.V.V. & Sons, Virudhunagar and Senthamatai Press, Rajapalayam. Department of Tamil has collaborated with தமிழ்நாடு கலை இலக்கியப் பெருமன்றம், சிவகாசி, நீலநிலா இதழ் குழுமம், விருதுநகர், இந்திய மக்கள் நாடகமன்றம், சிவகாசி, கந்தகப் பூக்கள் இலக்கிய அமைப்பு, சிவகாசி, Department of Costume Design and Fashion has entered into a pact with S.A. Knitwear PLT, Madurai and Department of Information Technology has a tie up with Sri Chakra Consultant, Rajapalayam.

- The industrial visits undertaken by the Departments orient the students on industrial disciplines and bridge the gap between industry and the academia. Department of Commerce (SF) has made field trips to Ramar Semiya, Modern Rice Mill and Vikas Nighties in Rajapalayam and Venus Home Appliance and VVD Coconut Oil in Tuticorin. Department of Physics has paid a visit to Thermal Power Station, Tuticorin, Department of Botany visited AVN formulations, Madurai and Department of Chemistry made a visit to Koodankulam Atomic Power Plant.

- Department of Commerce has linkages with various banks- Tamilnad Mercantile Bank Ltd., State Bank of India, Sivakasi, Srivilliputtur and Sattur, Indian Bank, Sivakasi, Catholic Syrian Bank, Sivakasi Branch, HDFC Bank, Sivakasi, Indian Overseas Bank, SME Branch, Sivakasi, The Sivakasi Co-operative Urban Bank Lid., Sivakasi and the students undergo institutional training.

- Students of the Department of Nutrition and Dietetics went on an Internship training to Meenakshi Mission Hospital and Research Centre, Madurai and Kongunad Hospitals Pvt., Ltd., Coimbatore.

- Department of Chemistry has underwent honorary consultancy services with Subhasini Chemicals, Sivakasi and Sri Sankar Match Industry.

These Industry-Institution/ collaborations facilitate the process of industry-institute interaction and open fresh avenues for the same. They enhance better prospects of career options for students and bridge the gap between academia and the corporate world.

6.3.9 Admission of Students

To increase the strength of the students during admission, various strategies are followed:

♦ A Steering Committee is formed to ensure an effective admission process. The first meeting of the Admission committee was held on 8.4.2016 inorder to discuss the guidelines to be followed for the admission of students.

♦ Admission notification is published in the leading newspapers- Dinamalar, Dinathanthi, Dinakaran, Malaimalar, The Hindu and The Indian Express.

♦ Every year a new impressive flex banner is designed and set up at the college entrance in the first week of April depicting the details regarding the courses offered in the college.

♦ The College website and prospectus contain information about the institution and the programmes offered. The prospectus also gives details of eligibility norms for admission. The applications along with prospectus were issued from the first week of April.

♦ A Help Desk is setup during admissions. Staff members guide the candidates and parents during the admission process.

♦ The achievements, activities and the infrastructure facility of the college are highlighted and screened through the LCD TV placed in the Administrative Block.

♦ Students are admitted purely on merit basis. The reservation policy of the government of Tamil Nadu is strictly followed during admission.

♦ An overall rank list of the candidates was prepared for each programme. After the verification of the Steering Committee, a selection list was put up on the notice board and uploaded in the college website for the students' reference on 17.5.2015. Selected candidates were admitted in the respective courses from 18.5.2015 to 21.5.2015.

Students admitted for the year 2015-2016

S.No.	Course	OC	BC	BCM	MBC/DNC	SC	SCA	ST	Total
1.	UG Aided	6	250	29	154	101	14	1	**555**
2.	PG Aided	2	82	3	36	28	2	-	**153**
3.	UG (SF)	11	290	11	120	48	1	-	**481**
4.	PG (SF)	3	75	2	43	18	-	-	**141**
5.	M.Phil	1	33	1	10	5	-	-	**50**
6.	Ph.D	-	1	-	-	-	-	-	**1**
	Total	**23**	**731**	**46**	**363**	**200**	**17**	**1**	**1381**

6.4 Welfare schemes for

Teaching	▪ 50% of the Research fee is paid for the self-funded faculty. ₹ 18,500 was paid as research fees to 4 self-funded staff members. ▪ 69 Staff members were felicitated during the College Annual day for completion of Ph.D/major/minor research projects/publications and paper presentations outside India. ▪ In the Day Care Centre, 6 kids of the staff were taken care of.
Non teaching	▪ Interest Free Loan - ₹ 121000/- 17 members ▪ Festival advance - ₹ 123000/- 41 members ▪ Diwali bonus - ₹ 85100/- 109 members ▪ Pongal bonus - ₹ 145200/- 180 members ▪ Uniforms free of Cost - ₹ 63360/ - 52 members (sweepers, scavengers and drivers) ▪ Tour sponsorship – ₹ 10000/- ▪ Day care Centre facility to nurse the babies of Faculty
Students	▪ Free Noon Meal scheme - 40 students ▪ Earn While You Learn Scheme - 7 students ▪ Student Aid Fund - 18 students ▪ Common Good Fund - 42 students ▪ Student Welfare Fund (Sports) - 1 student 50% Fee concession ▪ Staff club fund - 20 students

6.5 Total corpus fund generated   Nil

6.6 Whether annual financial audit has been done   Yes ✓   No ☐

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Nil	Yes	Members of the IQAC
Administrative	Yes	Mr. S.B. Hareendra, Charted Accountant, Madurai	Yes	Mr. S.B. Hareendra, Charted Accountant, Madurai & Auditors from JDC, Madurai

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes ✔   No ☐

For PG Programmes   Yes ✔   No ☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

To enable the students to go for higher studies / employment without any delay,

- Repeat Examinations for final semester students are conducted

- Results are published on time through College Website sfrcollege.org

- Provisions are made for Revaluation, receipt of Photostat Copy for the End Semester Examinations

- Introduced New Mark statement with the photo ID. For this purpose, ₹ 3,44,925/- worth digital colour printer, Konica Minolta Bizhub C284E was purchased.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

- In order to meet the global and universal needs, the university has given autonomy to colleges to design their own curriculum.

- Innovative programmes and courses are introduced and implemented to meet the challenges in the career market, after getting approval from the University.

- To seek financial assistance from UGC, the plan proposals are submitted, through the Dean and CDC of the University.

- The prevalence of staff members with good academic background and right research-oriented qualifications has set in the tempo for the departments to get upgraded as research centres.

- In every Board of Studies, learned experts are appointed as University nominees and they guide the autonomous institution in framing the curriculum.

- University nominees are deputed as members of the academic council and they approve the curriculum and syllabi framed in the Board of studies meetings.

- The results of the End Semester Examination are approved in the Awards Committee Meeting in the presence of two members nominated by the university and thereafter results are published.

- The University issues Provisional Certificate and Degree Certificate to successful students passing out of autonomous institutes.

- The Head of the Institution and the Senior Member of the college represent the college for academic council and syndicate meetings (academic and non academic) of Madurai Kamaraj University.

- The Staff members are deputed as Vice-Chancellors and Deans to various universities.

6.11 Activities and support from the Alumni Association

- The Alumnae Association is functions with the objective to provide a forum to exchange views and ideas of the alumnae pertaining to college affairs. It provides a link between the society and the College and offers suggestion for the improvement and progression of the college.

- The Alumnae maintain a good rapport with their alma mater. The scheduled dates of meet for the different batches are spread throughout the year. It is a much-awaited and joyful event. They render service through visits to the respective Departments by conducting Workshop and Orientation Programme to the students. They deliver Guest Lectures, sponsor prizes, contribute semester fee and donate books for the students.

- 16 departments conducted Alumnae Batch Meets this year.

- Dr. G. Valli, Associate Professor and Head of the Department of Chemistry and an illustrious alumnus of SFRC has been deputed as Vice Chancellor of Mother Teresa University, Kodaikanal, for a tenure of three years. It is a matter of pride for the institution.

6.12 Activities and support from the Parent – Teacher Association

Parents-Teachers Meetings conducted bi-annually promote rapport and build mutual trust and co-operation.   IQAC held a meeting with the select parents on 18.6.2015 and suggestions offered by the parents were considered at the beginning of the academic year. Parent-Teacher meeting was conducted for the parents of the freshers. They attended a general orientation with the Principal where the Vision and Mission of the college was ascertained. Students' conduct and discipline, requirement of attendance and opportunities explored inside the college were also discussed. It was followed by the orientation offered by the Heads of the respective Departments.

Second, Parent-Teacher Meeting was conducted for the parents of all the students on 26th January. Parents were allotted time to meet the tutors and get to know about their wards, academic and personal growth. It forms a strong base to prune the students' adolescent attitude and orient them towards studies and placement.

These meetings give insight to the parents about the dynamics of higher education arena in which their children are proud components.

Parents are much supportive and they offer a helping hand to the departments in various ways. They deliver Guest Lectures, contribute stationeries and sponsor for the conduct of Inter-Collegiate Competition and Outreach programme. They pay tuition fee for the needy students.

6.13 Development programmes for support staff - Nil

6.14 Initiatives taken by the institution to make the campus eco-friendly

Students are insisted to keep the campus clean. Campus cleaning work and cleaning of labs are carried out by students regularly. Issues related to eco-consciousness are discussed by the students in the Expressive Articulation Session. Students are encouraged to submit e-assignments inorder to reduce paper consumption.

Various awareness programmes and competitions - Model Display, Powerpoint Presentations, Drawing, Poster Making, Art from Waste, Chart Display, Essay Writing related to Rain water harvesting, Pollution control measures and E-Waste Management are conducted by the departments.

To create an eco-friendly environment, the students of the Department of English sponsored 15 Indoor and Outdoor potted plants to the department.

The Department of Chemistry had adapted to micro scale experiments in the laboratory to reduce the liberation of gases during practical classes, thereby lessening air pollution.

To insist the importance of Energy Conservation, Department of Commerce (SF) conducted a meeting for the Commerce students. Mr. G.V. Palanivel M.E., Executive Engineer, TN Electricity Board, Srivilliputtur addressed the gathering on "Basic Concepts of Energy Conservation". Mr.G. Murugesan B.E., Assistant Executive Engineer, T.N. Electricity Board, Srivilliputhur addressed the students on "Energy Conservation Practices". Stickers given by the Engineers were pasted in all the departments and laboratories to create awareness on saving energy for future.

Department of Botany gave a demo to their students to make a compost pit, so that vegetable peelings are dumped and inorganic manure is prepared out of it. They instruct students to use cloth bags to buy articles.

Department of Mathematics constituted an Eco Club in which two students from each class are its members. The main objectives of their club are to conserve plants and protect the environment, to maintain cleanliness near the classrooms and department.

Department of Computer Applications maintains a mini garden inside the M.C.A Block and the students are watering the plants and cleaning the garden.

Herbal plants like Tulsi, Vallarai and Neem were planted in the M.C.A. Block by the Department of Information Technology.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- ➤ MHRM, an unspecified course in official Gazette of UGC has been restructured as M.Com (Human Resource Development) Programme.

- ➤ M.A History was introduced instead of M.A Human Rights to give more opportunities for students in line with the emerging demands.

- ➤ Self-financing course in B.Sc Mathematics with Computer Application is introduced to cater to the ripe demand for human resource with the combined skill set of Mathematics and Computer Application. The programme also has seeds to open new avenues of research in Mathematics.

- ➤ Visual concepts Lab has been introduced to enable the students to take up projects using visual concepts

- ➤ The workbook English for Life and English for work with video CDs from **ebek** laboratories has been made a text for Part-II English course and Soft Skill Enhancement course.

- ➤ More number of smart class rooms is introduced to use all the interactive modules like videos and presentations for better learning and teaching.

- ➤ Free coaching for CSIR-NET /SET is given after college hours to the target group in order to enhance the self-determination and critical thinking skills that helps them to overcome the hurdles (qualifying competitive exams) that sap their courage.

- ➤ Special training and coaching are given to students to appear for competitive exams and a few students have cleared IBPS exams.

- ➤ Students are trained to use BLAST and FASTA sequences using NCBI net source in bioinformatics, Gaussian software and Schrodinger software to cope up with the latest techniques in research activities.

- ➤ Special Career counselling sessions were organised for the students to help them frame their ambition and fulfill it without much struggle. The invitees were I. Mario Jegan, Softskill Trainer, Fynn Soft, Madurai, G. Gurubharthy, M.S Chellamuthu & Trust who deliberated on the topics "Win Your Weakness" and "Confidence Building" respectively.

- ➤ Counselling program was organised for all the staff members by MS Chellamuthu Institute of Mental Health and Rehabilitation, Madurai on "Stress Management" and "Procrastination".

- ➤ Awareness on "Traffic Rules and Regulations" was given to the college students to instil – the habit of adherence to safety rules.

- A high magnitude of physical and mental fitness is a basic requirements for an employed women to maintain a balance between the art of Home maker and a professional. To highlight the necessity of being fit in body and mind, a workshop on 'Fitness for Women" was organized on 27th February 2016 for the staff members.

- Intense training was given to the staff members through a workshop on "Orientation on Learning and Research"-UGC-NET /SET EXAMINATION (PAPER I) on 26th November 2015, so that they are well equipped to train the students aspiring to crack the exams.

- The competitive placement scenario requires excellent grade coupled with persuading communication skills, which was made available to our students with the introduction of BEC Prelims-Programme offered by Cambridge English Language Assessment for students.

- Two days FDP on "Professional English" was organised on 16th & 17th June by **ebek** to persuade the teaching staff members to impart the English language.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Plan of Action	Action Taken
Curriculum	
To introduce one more Core elective course	Resolved to offer UGC NET /SET or CSIR as Elective III course for the II PG students based on UGC/CSIR-NET/SET examinations syllabus to adequately prepare them for competitive examinations.
Teaching & Learning	
To establish learning management system	SFR Learning Management System was introduced to improve the teaching learning process. This will also assist the students to evaluate information on the web and develop an intuitive sense of making the academic work more efficient through computers.
Research & Development	
To increase the number of (i) patent and publications	Staff members and the students are motivated through the research cell to realize their potential by applying for projects under various funding agencies and make them more proficient and skilled in the concepts learnt. Contribution (publication in reputed journal with impact factor and sponsored projects received from various agencies) of the faculty members and students to Research and Development is recognised by cash prizes during College Day.
(ii) Minor and Major research projects	**Publication Details:** International : 103 National : 20 e-journal : 12 Books: 6 Minor research project applied: 23 Seminar proposals sent : 6

Plan of Action	Action Taken
Examination cell	
Mark statement with colour photograph	The consolidated mark statement is issued with the photograph of the candidate.
Conduct on-line examination	On-line examination for Tamil Competitive Examination-I has been implemented to provide large scale qualitative and quantitative improvements in e-learning process.
Industry-Institute interaction	
Study Tour and industrial visits	For better exposure through close interaction, the faculty and students are given ample scope to go on study tours and to visit nearby industries. Industrial visits were arranged by all the departments to provide students a first hand experience and an insight into the functioning of companies.
MoU	• Eleven Memorandums of Understanding were signed with various organizations. This provides exposure about the needs of the industries and facilities to undertake project work. It also assists in arranging guest lectures and organizing Industrial Visits. • Dept. of IT and Dept of Costume Design & Fashion have signed one MoU each with Sri Chakra Consultant, Rajapalayam and S.A.KNIT WEARS Pvt. Ltd, Madurai respectively. Department of BBA has signed five MoU's and Tamil has signed four MoU's with various organizations.
Extension	
First-Aid training programme	First Aid training programme was conducted for the workers of fireworks industry on 30.08.2015. 67 workers of various fireworks in and around the college participated enthusiastically.
Yoga training programme	Yoga training programme is planned for Police officials. This is in progress.
Information Resource Centre	
Online public access and electronic gate	Online public access and electronic gate were made student friendly to provide key resources to support the teaching-learning process.
Counselling cell	
MoU	MoU has been signed with M.S. Chellamuthu Institute of Mental Health and Rehabilitation, Madurai, to enable moulding of students' inner selves and thereby to accelerate their journey towards their goals.
Counselling during Tutor-ward meeting	Counselling is given to students during the Tutor-ward meeting to establish a feeling of mutual understanding between students and teacher and to get information about students which will be of help in solving their problems.
Infrastructure Development	
Construction of PG Hostel	Completed the construction of PG hostel II floor
Construction of hostel kitchen with modern facilities	Construction of hostel kitchen is nearing completion.

Plan of Action	Action Taken
Lay paver block roads	To cater to the smooth mobility of the students and increased institutional vehicles Paver block roads has been along the path of accessibility.
Human Resource Development	
Organise staff and student development programme	• One day Counselling Programme for faculty was organized by IQAC on15.06.2015. • A Two-day Faculty Development Programme on 'Professional English' was organized for all the staff members in collaboration with **ebek**. • IQAC and Research Cell organised a One-day Workshop on "Orientation on Learning and Research" -UGC-NET /SET examination (Paper – I) on 26.11.2015. • A One-day Counselling Programmes on the topics "Win your Weakness" and "Confidence Building" were organised for the students on 21.7.2015 and 31.7.2015 respectively.
Physical Education	
MKU-Inter collegiate Table Tennis	In the Physical Education General Body Meeting, it was discussed to conduct Intercollegiate Table Tennis Programme. Chance to conduct the programme did not fructify this year.
Awareness on obesity	A Guest lecture was organised for all the staff members on the topic ' Fitness for Women' on 27-2-2016
Student Support and Welfare	
'Shanthi Sena'	Students in the hostel follow 'Shanthi Sena' (working with peace imbibing Gandhian thoughts) introduced in the hostel to make hostel experience all the better.
Earn while learn scheme	Economically down trodden students were given opportunity to assist in the stores and canteen under Earn While Learn Scheme to meet their financial crunch. This scheme is in progress over a period.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> *(i)* Innovations in Evaluation
>
> *(ii)* Communication Skills Enhancement and e-Learning Strategies
>
> *[Annexure – III]*

*Provide the details in annexure (annexure need to be numbered as i, ii, iii)

7.4 Contribution to environmental awareness / protection

> ➢ Herbal plants are raised in the Botanical garden and students of the Dept of English contributed 35 indoor and outdoor ornamental plants to the College.

> ➢ Competitions were conducted by various departments to create awareness on protecting Mother Earth. Students were asked to undertake certain eco conscious activity through Expressive Articulation Session conducted twice a month.

- E- assignments are given to students by various departments to reduce the usage of paper

- Micro scale experiments were adopted in laboratories (Chemistry) to reduce the liberation of gases during practical classes.

- Students' projects using chemicals are less in number thereby reducing emission of fumes and gases that pollutes air.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [✓]

7.6 Any other relevant information the institution wishes to add (for example SWOT Analysis)

Strengths:

- An institution granted with Autonomy and designated College with Potential for Excellence.

- Only Women Institution in the vicinity.

- Frame Need Based Curriculum and regularly update the curriculum to be with the current trends.

- Wide choice of Undergraduate and Post Graduate programmes to satisfy local and regional needs.

- Transparent recruitment based purely on merit has succeeded in pooling a team of faculty who are highly qualified, motivated and innovative.

- ICT enabled SMART classrooms and teachers develop e-content learning resources.

- Regular conduct of student centric activities through various associations, cells and forums.

- As a part of social responsibility, the college has adopted villages, under its Extension activities wing.

- Generous Management ever ready to upgrade the institution by extending full support for introduction of programmes and faculty research.

- Support to students with Government scholarships and freeship sponsored by the institution.

- Clean and Eco friendly campus

- Entrepreneurship skill is inculcated among the students by conducting skill development programmes.

- Optimum utilization of grants by inviting eminent academicians and industrialists periodically to address the students for their holistic development.

Weaknesses:

- Lack of national and international level academic and industry linkage.

- Lack of state Government assistance and scholarships to students enrolled in self-funded programmes.

Opportunities:

➤ Diversification of programmes and courses to provide vertical and horizontal mobility

➤ Science Instrumentation Centres to provide consultancy service to the academic community and industries.

➤ Being located in the industrial town having linkage with local industries and service sectors, ample training and placement opportunities are available.

➤ Regular conduct of Mentoring, tutoring and remedial sessions to ensure the holistic development of rural women.

Challenges:

➤ Training rural students who fall behind in communication skills to compete at the national level.

➤ Attracting students towards Post Graduate courses.

➤ Creating awareness among women students to appear for competitive examinations.

➤ Making the parents aware of the opportunities provided by the College for Student's career and overall development.

8. **Plans of institution for next year**

Curriculum has planned to

- introduce Certificate course on
    - Vermicomposting
    - Vocational English
    - Basics of Film studies
- conduct online examination for Part IV – Computer Literacy Course.
- introducing the Job oriented course "Stenography".
- include "Consumer club" and "Environmental club" under Part V.

Teaching & Learning

- Prepare of more number of video lessons.
- Placement training for the final year UG students on (i) soft skill (ii) aptitude (iii) quantitative analysis (iv) communicative skills.

Research & Development

- To motivate the department members to apply for publishing journals with ISSN.
- To encourage the faculty members to publish books with ISBN.

Examination Cell

- To conduct online examination for GK.
- To install Gestetner copy printer for easy printing of question papers.
- To introduce Thermal papers for printing mark statement.

Industry-Institute Interaction

- Arranging more number of on campus and Off Campus interviews.
- Informing the alumnae about the job opportunities through mail, email and phone calls.
- Organising Career Oriented program and other training programmes.

Extension

- Honing the soft skill of Middle School teachers.
- Organising skill development programme for rural school boys.

Information Resource Centre

- To purchase commercial display with mazic info software for library collection.
- To create a new audio visual room with internet and projector.
- To create a sans book material section (only CD's & DVD's).

Counselling Cell

- To create a Help centre for students.
- To counsel students in need.
- To attend training programmes in counselling.
- To organize a one-day /half-a-day programme for students / staff.

Infrastructure Development

- Construction of mini office near the gate.
- Extension of Gym.
- Library block extension.

Human Resource Development
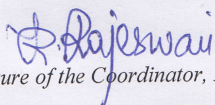
- To conduct more faculty development programmes.

Physical Education

- To conduct badminton tournament for health club members.

Student Support and Welfare

- Conduct awareness programme for Socially disadvantaged groups.
- Skill development programmes and kitchen garden development planned for hostel students.
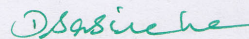- Free Pranic Healing sessions to be conducted for Students, Teaching and Non-teaching staff members.

Name: Dr. K. Rajeswari

Signature of the Coordinator, IQAC

IQAC Co-ordinator,
The Standard Fireworks Rajaratnam
College for Women, (Autonomous)
Thiruthangal Road,
SIVAKASI - 626 123.

Name: Dr. D. Sasireka

Signature of the Chairperson, IQAC

Dr. D. SASIREKA
PRINCIPAL,
The Standard Fireworks Rajaratnam
College for Women,
SIVAKASI.

ANALYSIS OF THE FEEDBACK

ALUMNAE

During the academic year 2015-16, instead of convening "Alumnae Meet", "Batch Meet" was organized by all Departments except Nutrition & Dietetics during Odd and Even semesters. A cluster of alumnae belonging to various batches participated. On March 4th 2016 Fresh Graduates Meet was conducted. The following are the appreciation and suggestions received from the alumnae.

Appreciation

- Appreciated and noted the remarkable changes in the college infrastructure and programmes.
- Felt happy that they gained more practical knowledge through lab visits, industrial visits and paper presentations.
- Acquired more skills from extra-curricular activities.
- Applauded new syllabus framed which gives a strong base for higher education.
- Elated that the college has helped to improve their level of confidence.
- Appreciated Science Instrumentation Centre facilities.
- Felt proud to be an Alumnae of this institution.
- Payed encomiums about the Expressive Articulation Session.
- Commanded the development of ICT learning.
- Lauded the extra coaching for slow learners through Remedial Coaching Centre.
- Expressed their gratitude to their staff members for their dedicated service and their support for student career development.
- Appreciated the COP programmes in Animation Technology.
- Meritted the growth of department of Commerce as a Research Centre.
- Commented on the role of Job Oriented Courses in getting a job.

Suggestion

- Permission to use the College Library.
- Employed alumnae shared their views on the necessity of communicative skills for better placements.
- Necessary to teach values to the students.
- To arrange tour for the alumnae.

PARENTS

➢ PTA meeting is conducted twice a year.

- On the re-opening day for the parents of I year students.
- On 26th January, for the parents of all the students.

➢ Feedback from the parents were obtained mainly on reasons for selecting this college, suggestions regarding the facilities to be enhanced in the college and special features of this college which attracted the parents. The following are the highlights of the Parents' feedback:

◆ **Reasons for selecting this college for their ward**

Discipline, safety and security, reputation, higher education facility, remedial coaching, college bus, dress code, one of the best women's college, good infrastructure, best management, good laboratories, efficient and experienced faculty, excellent teaching methods, more extra curricular activities, green and hygienic environment, parental care to students, good hospitality and quality based education.

◆ **Suggestions regarding the facilities to be enhance in the college**

To introduced more PG and Research programmes, more number of stone benches, more parking facilities for vehicles, training to improve self-confidence and moral values, more college bus, more sports activity and spiritual classes.

◆ **Special features of this college which attracted the parents**

Extra courses, good infrastructure, good governance, college discipline, cleanliness & sanitation facilities, PTA meeting, total environment, very good results, women's college, punctuality, green & clean campus, safe and secured place for women.

STUDENTS

Every semester, the Semester Monitoring and Evaluation Cell collects feedback from the students for all the programmes offered. This time a new software was utilized for collecting the Feedback the odd and even semester of the 2015-2016.

All the students were asked to give the feedback during the last week of October for odd semester and last week of March for even semester, utilizing the wi-fi facility available in the campus and the laptop of the students.

The students' feedback reveals that the syllabus gives a good base to pursue higher education. The students expressed that the content of the syllabus was adequate and study material was available for all programmes. They were satisfied with the availability of books and lab facilities. They mentioned that the course teachers communicated the work plan and covered the syllabus completely in class. The students were satisfied with the innovative teaching methods adopted by the course teachers with the help of video lessons and mind maps.

Placement Training Programme

Date	Topic	Resource Person	Participants
01.08.15	Higher Education and Career Prospects for Commerce Students	Major Dr. S. Elangovan, Professor, Dept. of Commerce, Loyola College, Chennai.	
17.08.15 & 18.08.15	▪ HR Concepts ▪ Banking Aspects ▪ Payroll & Soft skills	Mr. S. Karthick, HR Trainer, Chennai.	Final year M.Com (CA), M.Com (BT) & MHRM Students
19.08.15 -21.08.15	▪ Dream Building and Goal Setting ▪ Interpersonal Skills and Time Management ▪ Interview Skills ▪ Career Choice according to subject wise ▪ Teaching Aptitude, Teaching Aptitude and Effective Classroom Communication Based on CBSE NET Paper I syllabus for M.Phil students	L. Justin Sagayaraj, S. Angappan and K.C. Gurusamy of AIM Consultancy, Tirunelveli.	Final year UG and PG Students of Arts, Science & Commerce
22.08.15	▪ Express yourself ▪ Offstage Activity ▪ Job Alerts	V. Kishore Kumar, M.C.A N. Rajesh, M.E S. Vinodh Kumar B.E., M.B.A, K. Manikandan M.B.A & R. Rajasekar, MBA from F1,Chennai	Final year B.Sc (CS), BCA, B.Sc (IT), MCA & M.Sc (CS & IT) Students
27.11.15	Orientation for Career Counselling	CA.S. Rathinagiri, Sivakasi Branch of SIRC of ICAI	I B.Com (R) students
27.11.15	Guest Lecture on "Career Opportunities in India Post"	Ms. J. Poornima, Postal Assistant, Sivakasi HPO.	III B.Com (R) students
28.11.15	Guest Lecture on "Tips to appear for IBPS Exam" at Virtual Class.	Ms. V. Sri Vidhya, Asst. Prof. of Commerce, A.K.D.Dharma Raja Women's College, Rajapalayam.	I M.Com (BT) students
	Guest Lecture on "Career Opportunities in Financial Sector"	Ms. M. Srimahal Vahini, Postal Assistant, Sivakasi HPO.	III B.Com (R) students students
15.12.15	One Day Workshop on Career Prospects for Commerce Graduates **Topic:** Communication Skills for Success	Dr. G. Sahaya Antony Xavier, Dept. of Botany, St.Xavier's College, Palayamkottai.	II B.Com students
16.12.15	One - Day Workshop on Career Avenues, Communication Skills and Interview Techniques/ Personality Development	1) Prof. A. Bernard Chandra, Placement Cell, Co-ordinator 2) Dr. G. Sahaya Antony Xavier, Dept. of Botany St. Xavier's College, Palayamkottai.	I M.Com (BT) & II M.Com (BT) Students
02.01.16	Career Counselling Programme on "Cost & Management Accountancy (CMA) Course" at Conference Hall.	Dr. A. Mayil Murugan, Associate Prof. & Head, Dept. of Commerce, Madura College, Madurai & The Members of The Institute of Cost Accounts of India, Madurai.	II B.Com SF students
13.01.16	Career Guidance Programme for SC/ST and Disabled students	Miss. S.J. Amuthu Shanthy, Director, Thiyagam Women Trust, Madurai.	All SC/ST and Disabled students

BEST PRACTICES

(i) **Innovations in Evaluation**

- The End-semester examination for General Knowledge Course for the financial year students is conducted as an online examination.

- Students are issued photo-ID mark statements.

(ii) **Communication Skills Enhancement and e-Learning Strategies**

- BEC (Business English Certificate) programme is introduced to train students for communicating well in English in a business scenario.

- Learning Management System (LMS) has been set in motion on the domain sfrmlearning.org to impart multimedia learning components.

- E-assignments and feedback are encouraged for real-time tracking and assessment of progress in learning.

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